STATE OF WASHINGTON

MILITARY DEPARTMENT
EMERGENCY MANAGEMENT DIVISION
MS: TA-20 Building 20
Camp Murray, Washington 98430-5122
Phone: (253) 512-7000 • FAX: (253) 512-7200

State Enhanced 9-1-1
Advisory Committee
Meeting Minutes
February 17, 2005

Members Present:
Chair, Chris Fischer, *Association of Public-Safety Communications Officials (APCO)*
Mike Akin, *Washington State Association of Cities - East*
Dan Aycock, *Member at Large*
Rebecca Beaton, *Washington Utilities and Transportation Commission (WUTC)*
JoAnn Boggs, *Washington State Emergency Management Association (WSEMA)*
Jack Cvitanovic, *Department of Health*
Marlys Davis, *King County*
Dick Dickinson, *Wireless Carrier*
Stephanie Fritts, *Rural Counties - West*
Jon Kaino, *Washington State Association of Counties - West*
Marty Knorr, *Washington State Patrol (WSP)*
Steve Lich, *Washington Fire Commissioners Association*
Chris Mace, *Washington Association of Sheriff's and Police Chiefs*
Lynn Mell, *Wireless Carrier*
Jim Quackenbush, *National Emergency Number Association (NENA)*
Eric Torgeson, *Verizon*
Markus Volke, *Qwest*
Deb Welsh, *Urban Counties - West*

Alternate Members Present:
Dave Carlberg, *Washington State Association of Fire Chiefs*
Greg Partch, *Washington State Association of Counties -East*
Steve Reinke, *Rural Counties - East*
Patti VonBargen, *Association of Washington Cities - West*
Wayne Wantland, *Urban Counties - East*

Guests Present:
Pam Boad *(Mason)*, Ben Keller *(Garfield)*, Keith Flewelling *(Clark)*, Diane Carlson *(Verizon)*, and Tim Ticen *(Whatcom)*.

County Coordinators Present:
Kellie Ottmar *(Adams)*, Wendy Perry *(Chelan)*, Roger Trump *(Columbia)*, Terri Thornberry *(Douglas)*, Virginia Boyd *(Garfield)*, Marry Allen *(Grant)*, Peggy Fouts *(Grays Harbor)*, Tracy Stringer *(Jefferson)*, **Marlys Davis** *(King)*, **Steve Reinke** *(Kittitas)*, Shirley Chapple *(Klickitat)*, **Mike Akin** *(Mason)*, **Stephanie Fritts** *(Pacific)*, **JoAnn Boggs** *(Pend Oreille)*, **Deb Welsh** *(Skagit)*, Pam Neilson *(Snohomish)*, **Jim Quackenbush** *(Thurston)*, Dan Bardsley *(Wahkiakum)*, **Dan Aycock** *(Walla Walla)*, David Doll *(Whatcom)*, **Patti VonBargen** *(Whitman)*, and **Wayne Wantland** (Yakima). .

State Office Staff Present:
Bob Oenning, David Irwin, Catherine Bartholomew, William Boyd, Lorri Gifford, Penelope Cassidy and Teresa Lewis.

Welcome and Introductions:
Chris Fischer called the meeting to order at 9:30 a.m. Members and guests introduced themselves.

Review and Approval of the Minutes (January 20, 2005): **Dan Aycock motioned to approve the minutes from the January 20, 2005 meeting as written. Jim Quackenbush seconded the motion. The motion carried.**

Old Business:
Bob Oenning updated the Advisory Committee on the status of the State E911 Program's acceptance of the recommendations from the Policy sub-committee. They are still in the review process and an answer will be provided at the March 17, 2005 meeting.

A question was raised about the recommendations from the Training Steering committee regarding training software. *Chris Fischer stated that she would find out the status of this issue and report back to the Advisory Committee.*

SUBCOMMITTEE REPORTS:
Wireless – Marlys Davis, King County E911 Coordinator:
FCC Report – William Boyd of the State E911 Office presented the FCC report for February 17, 2005 *[ENCL 1].*

Phase I & II Service Agreements – Marlys reported that Cingular has a new service agreement that deals with the merger with AT&T Wireless. Marlys stated that the cost recovery exhibits would need to be changed to accommodate the new policies coming from the State Office. Currently there are only six of a possible 39-signed service agreements are in place. Marlys stated that the wireless carriers are concerned about this due to cost recovery and implementation deadlines.

Cost Recovery – Marlys reported that the State Office sent a letter to all the wireless carriers informing them of the possible availability of cost recovery monies in June 2005. Bob Oenning stated that the wireless carriers have been sending in the information that was requested and the information is currently being reviewed.

Default Routing – Marlys stated that discussions have been held regarding the Washington State Patrol (WSP) PSAPs being the default for wireless calls. The State Office is drafting a Washington Administrative Code (WAC) to address this issue by designating WSP PSAPs as the default for wireless calls. This will make WSP PSAPs eligible for funding from the State Office like the primary PSAPs currently are.

Phase I Class of Service – Marlys has requested another update from Intrado. Intrado has provided a list of all the P-ANI ranges that have an incorrect class of service codes, which was passed on to the wireless carriers. There have been some corrections from the carriers regarding this issue, but it is not fully completed at this time. Counties were informed that once Phase II has been implemented, they should only see the WPH1 and WPH2 classes of service. If they see CELL or WRLS, that indicates a system problem and should be reported to the wireless carrier.

Marlys Davis presented the Phase I *[ENCL 2]* and Phase II *[ENCL 3]* county status color charts. It was requested the counties inform the State Office when a new wireless carrier offers service in their county. Information updates should be forwarded to Blessing Guillermo of the State E911 Office by email to B.Guillermo@emd.wa.gov. This information may also be accessed on the state agency website located at: http://emd.wa.gov/2-e911/wireless/04-cvr-maps.htm.

Marlys stated that some of the contract counties have not filed their orders for Phase II service with the carriers to insure implementation by June 30, 2005. The State Office has requested an AAG Opinion regarding whether funding to those contracted counties should continue.

Marlys reported that the State Office had sent a letter out to the counties requesting their annual wireless carrier subscriber counts and that information which is due by February 28, 2005. Counties should include reseller subscriber counts along with the carrier from which the reseller purchases service. This is especially important as the selective router configuration in the state is being changed. Subscriber counts will be used to determine the number of wireless 911 trunks that will be installed.

The State Office issued a news release on Phase II implementation. The plan is to issue updates every six months. The next release is scheduled for July 2005, with the anticipation of 33 of the 39 counties being fully Phase II implemented at that time.

VoIP – Marlys discussed the Vonage letters sent to King County, with copies to all legislators at the state and national level, as well as to the FCC. Vonage stated that they have a solution for VoIP E-911 service ready to implement even tough the trial they are conducting with King County is still underway. Even if successful an interface to the 911 selective routers when cannot be implemented until a standard is developed for this type of interface.

Regionalization WAC Workgroup – Steve Reinke, Kittitas County E911 Coordinator:
Steve Reinke presented recommended changes to the Regionalization WAC Language *[ENCL 4]*. The State Office has sent the revised languages to the Code Revisor's Office to have it incorporated into WAC format and will be proceeding with WAC development. Steve stated the workgroup has completed their mission.

STATE OFFICE REPORTS:
Financial Status:
Catherine Bartholomew of the State E911 Office reported on the current financial status of the State Office. The first two slides show county contract spending status. The Fund Fiscal Year-to-Date slide *[ENCL 5]* shows the current overall budget status. The Fund Balance Slide *[ENCL 6]* details the overall funds going into and out of the E911 fund. There was a request for a spreadsheet detailing what is the cash balance versus fund balance and the obligations of the cash balance. Jon Kaino requested the status of the de-obligated funds and what is projected to be returned to the counties. Catherine stated that it is unclear at this time of what the exact amount will be, but the de-obligated contract funds will be paid out as additional salary assistance sometime in July 2005.

Legislative Issues:
911 Legislation – Bob Oenning reported on House Joint Memorial 4001, which creates standards for VoIP providers for the safety of its users, and the 911 PSAPs. HJM4001 is currently on the floor of the House. The E911 Advisory Committee will send a letter to the representative of this bill to gain support of the bill's passage.
Regarding Senate Bill 5749 -- this bill addresses PBXs and calls for an annual review of the technologies and reported to the Legislature.
Bill Tracking - Bob provided the website for tracking legislative bills http://www.leg.wa.gov or http://www.leg.wa.gov/wsladm.billinfo1/status.cfm?year=2005 for checking the daily status of specific bills. An individual may also create a personalized bill tracking system by going to http://www.leg.wa.gov/wsladm/billinfo1/bills.cfm.

New Business:
Rebecca Beaton from the WUTC referred Advisory Committee members to the handout on a *Notice of Workshop for the E911 Rulemaking WAC 480-120-450, Enhanced 9-1-1 (E911), obligations of local exchange companies, Docket No. UT-041629 [ENCL 7].*

Peggy Fouts requested an update on the CAD maintenance issue for those counties that had maintenance capped at 10% of the maximum $250,000. *Bob Oenning stated that he would check on the status of this and report back.*

Peggy Fouts announced that the Washington State APCO Chapter will host their Summer Training Conference in Wenatchee June 22 – 24, 2005. She distributed a flier *[ENCL 8]* with conference information.

The next meeting will be held THURSDAY, MARCH 17, 2005 at THE RADISSON SEATAC HOTEL.

ACTION ITEMS from February 17, 2005 meeting:

♦ ***Dan Aycock motioned to approve the minutes from the January 20, 2005 meeting as written. Jim Quackenbush seconded the motion. The motion carried.***

♦ *Chris Fischer stated that she would find out the status of this issue and report back to the Advisory Committee. (regarding the recommendations from the Training Steering committee regarding training software)*

♦ *Bob Oenning stated that he would check on the status of the CAD maintenance issue for those counties that had maintenance capped at 10% of the maximum $250,000.*